

**Common Council  
Regular Meeting**

Tuesday, January 9, 2018, 6:30 p.m.  
City Hall, 31 S. Madison Street, Evansville, WI

**MINUTES**

- 1. Call to order.** The meeting was called to order by Mayor Bill Hurtley at 6:30 p.m.
- 2. Roll Call.** Members present: Mayor Bill Hurtley, Alderpersons Jim Brooks, Rick Cole, Larry Dobbs, Dianne Duggan, Gene Lewis, James Montgomery, Joy Morrison, and Erika Stuart. Others present: City Administrator/Finance Director Ian Rigg, City Clerk-Treasurer Judy Walton, City Attorney Mark Kopp, Library Director Megan Kloeckner, Kelly Gildner of The Review, Ben Heidemann of Town & Country Engineering, Jay Thomson of Vogel Bros., and Roger Berg.
- 3. Approval of Agenda.** Brooks made a motion, seconded by Cole to approve the agenda. Motion approved 8-0.
- 4. Approval of Minutes.** Motion to waive the reading of the minutes of December 12, 2017, correct Item 7M changing ~~met~~ to will meet and approve them as corrected. Motion approved 8-0.
- 5. Civility reminder.** Recognition of the commitment to civility and decorum at Council meetings.
- 6. Citizen appearances.** None
- 7. Reports of Committees**

**A. Library Board Report.**

- (1).** Library Expansion and Rehabilitation. Brooks made a motion, seconded by Cole to approve the general construction contract from Vogel Bros. Building Co., 5460 Fen Oak Drive, Madison, Wisconsin, in the base bid (\$2,760,000) and alternate #2, (\$3,360) for a total sum of \$2,763,360 dollars.

Rigg stated he received the agreement yesterday and it appears to be a standard architectural agreement.

Jay Thomson, Project Manager, Vogel Bros., stated they helped build Creekside and have done work at the Manor. Their mission is to continually improve the communities that they serve.

Motion approved 8-0 on a roll call vote.

- (2).** Kloeckner reported that most of their time has been spent handling the ILS migration. They were supposed to go live on Thursday, but the staff side went live tonight. The public's side of the new system will be up and running tomorrow or Thursday.

**B. Youth Center Advisory Board Report.** No report.

**C. Plan Commission Report.** Hurtley reported they had a very short meeting but discussed containers and tiny houses.

**D. Finance and Labor Relations Committee Report.**

- (1). Cole made a motion, seconded by Montgomery to accept the City bills as presented in the amount of \$1,108,843.72. Motion approved 8-0 on a roll call vote.
- (2). Cole made a motion, seconded by Duggan to approve Fund Balance Policy revision. Rigg stated the biggest change was to #6, outlining the descriptions of fund types. Motion approved 8-0 on a roll call vote.
- (3). Cole made a motion, seconded by Duggan to approve Purchasing Policy revision. Rigg stated the main purpose was to provide staff with guidance on purchases. Brooks pointed out a couple of areas where the language should be credit card, not just credit. He also requested that the purchase limit amounts be reviewed routinely. Motion approved 8-0.

**E. Public Safety Committee Report.** Montgomery reported the EMS had 48 calls for service in December and the total for 2017 was 540, up from last year. The ambulances were re-numbered 641 and 642. The painting of the interior of the Police Department is being finished, they have had active shooter training, SWAT training has begun, they have had 1,200 calls for service in December, and they have begun working on their accreditation.

**F. Municipal Services Report.**

- (1). Brooks made a motion, seconded by Cole to approve Utility Billing Approval Process. Motion approved 8-0.
- (2). Brooks made a motion, seconded by Cole to authorize Town and Country Engineering to solicit bids for the WWTP Dewatering Press and Lift Station.

Brooks stated we have been talking about this for 1-1/2 years.

Heidemann stated they are looking for formal authorization to go out for bids. He explained the need for the improvements.

For the benefit of the newer members of Council, Rigg gave a brief history of the dewatering process problems we are having and the problems with the lift station due to its age.

Heidemann added that the project bid process was delayed from last spring in hopes of getting more bids. Even though they are getting the bid out early this year, electrical contractors are still very busy and in short supply so he has added a large amount for their costs.

Morrison asked if this improvement will be enough for future growth in Evansville and Heidemann responded that this improvement will bring us up to our current needs. Our sludge capacity would not be enough but we can easily expand that. Rigg added that you don't want to build too big because the improvement will age and wear out before we use it.

If this is approved Heidemann anticipates the bid date would be February 22<sup>nd</sup>.

Motion approved 8-0.

- (3). Brooks reported that the December meeting was Mark Sendelbach's last meeting and there is a Customers First! Power Breakfast at the Concourse Hotel in Madison on February 8<sup>th</sup>.

- G. Economic Development Committee Report.** Lewis reported they had a short meeting but discussed the final draft for 155 E Main and they reviewed goals.
  - H. Redevelopment Authority Report.** No report.
  - I. Parks and Recreation Board Report.** Morrison reported the park is closed to traffic, the lower shelter has been re-shingled, and they discussed memorial park benches.
  - J. Historic Preservation Commission Report.** No report.
  - K. Fire District Report.** Montgomery reported the new officers were sworn in. Rigg added that the RFP on the consultant is being wrapped up.
  - L. Police Commission Report.** No report.
  - M. Energy Independence Team Report.** No report.
  - N. Board of Appeals Report.** No report.
- 8. Unfinished Business**
- A.** Brooks made a motion, seconded by Cole to approve Ordinance 2017-15, an Ordinance Amending Chapter 58: Health and Sanitation: Public Health. Kopp explained the need for this was due to a gap in our current ordinance that needed to be addressed. Motion approved 8-0.
- 9. Communications and Recommendations of the Administrator.** Rigg informed Council that he and Julie Roberts will be attending the Ehlers Conference in February. He also stated he has a city issued tablet that he doesn't need in his position and would like to purchase it for personal use.
- A.** Rigg gave an update on the Municipal Services Director position. There were 3 interviews on January 17<sup>th</sup> and if needed Council would need to have a special meeting to approve the employment contract.
- 10. Communications and Recommendations of the Mayor.** Hurtley commented that there has been a good job done on snow removal and he hasn't heard any complaints.
- 11. New Business.** None.
- 12. Introduction of New Ordinances.** None.
- 13. Meeting Reminders**
- A.** The next regular meeting is scheduled for Tuesday, February 13, 2018 6:30 p.m., at city hall.
- 14. Adjournment.** Cole made a motion, seconded by Duggan to adjourn at 7:18 p.m. Motion approved 8-0.

Judy Walton, City Clerk-Treasurer